

Town Meeting Coordinating Committee

Meeting of Tuesday, September 21, 2010

Town Hall, Romer Room

Attendance: Adrienne Terrizzi, Rob Crowner, Mary Streeter, Peggy Roberts, Harry Brooks, Nonny Burack. Guests: Denise Barberet, Carol Gray (via Skype).

1. Call to order: Peggy calls the meeting to order at 4:47pm, following a round of "Happy Birthday" for Peggy and Mary.

2. Electronic voting subcommittee: Rob reports that the subcommittee has reviewed a cost analysis of electronic voting based on estimates and assumptions gleaned from discussions with town staff. A key unknown is the lifespan of such a system. The subcommittee has also begun creating a list of questions to be taken to the moderators meeting. Mary will invite Harrison Gregg to an upcoming TMCC meeting.

3. Sound quality: Adrienne reports that ACTV has agreed to purchase new table microphones before the Fall Town Meeting. They are also looking into making assistive hearing devices available at Town Meeting (they are already available in the Town Room). The moderator will make an announcement at the beginning of Town Meeting regarding sound issues and ACTV will produce a short instructional video.

Adrienne states that a lot of factors impact further progress in this area, including the uncertain ACTV budget and the results of volunteer outreach. Possible avenues of inquiry include different acoustical engineering, better operator training, and separate internal and broadcast audio systems.

4. Warrant articles/Bus tour: Peggy leads the committee in a review of the warrant article titles that have been submitted so far. There are eighteen on the draft warrant, though several are likely to be dropped and the Select Board can add articles until the time they sign the warrant. Possible bus tour stops include two or three CPA open space articles and maybe an affordable housing one, but no site-specific Planning Board articles. The road repair bond article could yield a stop or two. Based on this discussion, Harry will make a reservation for a bus, which can be canceled later if the committee decides not to offer a bus tour. Since the first packet deadline is October 12, a final decision can be put off until TMCC's October 5 meeting.

Adrienne states that ACTV has suggested filming bus tour stops separately from the actual tour itself. She proposes that TMCC evaluate worth of bus tour broadcasts while noting that ACTV broadcasts make the bus tour accessible. Carol advises against separating the tour and the filming because of the value of the contributions of bus tour participants; instead, she suggests filming or photographing outdoor scenes in advance and editing them into the film of the bus. Peggy notes that the bus tour is currently scheduled too soon before the start of Town Meeting for editing to be done in time.

Peggy states that bus riders have complained about being unable to hear everything that was being said because of the need to accommodate the camera. There is also considerable talking among passengers that impairs clarity. Mary suggests using a portable microphone system inside the bus to amplify presenters' speech.

5. Town Meeting planning:

Warrant review: Peggy proposes that an alternative to a bus tour might involve insisting on maps and pictures at the warrant review.

Informational forum: Rob reports that the Planning Board indicated that it would not be doing its own pre-TM outreach on the "development modifications" article; however, the Zoning Subcommittee

agreed to make itself available for a TMCC-organized forum on this topic. Nonny suggests that a forum could be offered in conjunction with the warrant review, since the warrant is so short this time, and the committee agrees to attempt this. Rob will inform the ZSC and request supplementary materials, such as real-world examples. Mary will post to the TM listserv the schedule for the Planning Board public hearing and other times it will be discussed before Town Meeting.

Materials for packets: The first packet is scheduled to be mailed on October 14. TMCC will submit the following fliers for inclusion:

- Precinct meeting schedule and listserv invitation
- Warrant review/informational forum and bus tour
- List of hearings for warrant articles

Mary will bring a mockup of the sticker for the first packet to the next TMCC meeting.

The second packet, which will be mailed on October 27 will include:

- Audio improvements suggestions
- Report on electronic voting
- Babysitting information

Carol states that the list of materials available at the Jones Library should be updated and published. The committee determines that the deadline for arranging newspaper publicity would be approximately October 8, in order for it to appear in the October 14 issue and in time for the first event on October 21.

Precinct meetings: Mary reports the following schedule for precinct meetings:

- Precincts 4, 9, and 10: Sunday, November 7, 2-4pm at the Police Station
- Precincts 5 and 6: Monday, October 25, 7-9 at Fort River School
- Precincts 7 and 8: Tuesday, October 26, 7-9 at Crocker Farm School
- Precincts 1, 2 and 3: no date, but it will be held at Wildwood School

6. Meetings with Moderator and Town Manager: The Moderator will be invited to one of the next two TMCC meetings; however, a meeting with the new Town Manager may have to wait until after Town Meeting because he will be very busy for some time. Mary states that TMCC should offer to help stuff packets, as it has in the past.

7. New business: n/a.

8. Minutes of previous meetings: Mary moves, Harry seconds, and the committee votes to approve the minutes of the September 9, 2010 meeting 4-0 with two abstentions (Nonny and Adrienne, who were absent).

7. Adjournment: The meeting is adjourned at 6:34pm.

Respectfully submitted,
Rob Crowner

Documents provided:

1. agenda
2. draft minutes of September 9, 2010 meeting
3. draft list of articles for Fall TM warrant
4. tally card versus electronic voting cost analysis by Rob Crowner